

## **CAPITAL IMPROVEMENT PLAN COMMITTEE (CIPC)**

Minutes for April 9, 2008

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**Present:** CIP Members: Chairman David Smith, David Weaver, Lawrence Van Dyke, Todd Mitchell, Cynde Hertzog, Mary Ellen Fitzgerald, Dale Beland, and Commission Liaison Joe Skinner. Staff: Grants and Projects Administrator Larry Watson, County Administrator Earl Mathers and Glenda Howze.

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The meeting was called to order at 7:05 AM in the Courthouse Community Room.

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**Public Comment:** There was no public comment on matters not on the agenda.

**Approval of Minutes (February 27, 2008):** Mr. Beland expressed concern about the last paragraph of page one discussing the amount of reserves and how it was saved. Ms. Howze agreed to get clarification before approval is given. [The following was modified in the 2/27/08 minutes following the meeting: *[Clarification (based on conversation with Ed Blackman about this statement): The \$300,000 is compounded - \$300,000 the first year, that same \$300,000 plus an additional \$300,000 the second year, that same \$600,000 plus an additional \$300,000 the third year – for a total of 1.8 million, minus \$300,000 expended prior to this statement being made = \$1.5 million. NOTE: As of 4/9/08 the remaining 1.5 million has been obligated through the contracts with The Durrant Group and Dennis Liebert for Detention Center planning. ]]*

**Review of Priority Listing & Agreement on Submittal to the County Commissioners:** Ms. Fitzgerald inquired as to why 2009-1 was not ranked. Mr. Mathers stated that the application indicates that it was to come from the preservation funds. Ms. Fitzgerald stated that Clerk and Recorder Mills doesn't have the funds in her budget to pay for this. Mr. Mathers stated that both of the C&R requests stated that they are using Records Preservation Funds to pay for them. He stated that the area in question in application 2009-1 is dysfunctional as it is now, but whether or not it is a capital expenditure is another question. Mr. Beland stated that this discussion is valuable but it is staff review discussion, not a CIPC discussion.

Discussion pursued regarding process for incorporation of past year, on-going projects into the 5-year plan. Mr. Beland stated that the Commission needs to work with the Planning Board on how the CIP is complimenting the Growth Policy. Chairman Smith stated that we still feel disconnect. He gave the example of the mental health item listed on the spreadsheet prepared by Finance Director Ed Blackman, but it has not come to the CIPC in the form of an application and has not been on the radar of the CIPC. Commissioner Skinner stated that the mental health item has been before previous CIPC's as well as the County Commission and was a commitment made several years ago. Chairman Smith stated that this is a partnership that is for the betterment of our community and those types of things should be accelerated. Mr. Weaver asked about the ranking of the projects in relation to the new recommendations. It was noted that the integration of the projects into previously approved projects is a political decision of the Commission, not the committee. Commissioner Skinner stated

that the Commission may still need to ask the CIPC to rank these various projects even if they come in on different years.

Mr. Beland stated that it is interesting to look back and assess the process from the last few years. Hopefully in the next few years the CIPC will be able to focus on being proactive rather than reactive with the review role. The function of the CIPC should be more productive, to focus on infrastructure, indentifying capital needs to the community in the most effective way. He also stated that in the future we need to receive applications from the Planning Board for infrastructure and our role on a more productive level with higher priorities.

Mr. Mathers stated that while he agrees with Mr. Beland's comments, to the Department Heads, these projects are very important and providing a funding mechanism for them is also important. The generator for the Courthouse is of interest and importance to the entire County. If the CIPC doesn't look at these things, who will? The broader infrastructure needs do need to be recognized. There are potentially three committees interested in the broader needs of the County - the CIPC, the Planning Board, and the newly created Wastewater Study Committee. The Commission needs to define who is working on what so that there is no duplication of efforts. Mr. Beland stated that he in no way was trying to eliminate the Department Head submittals, just point out that the big things are missing. Mr. Watson pointed out that there is an obvious change in capital projects with the change in legislature which has doubled the borrowing and bonding capacities. He also noted that the CIPC needs to determine its relationship with the Fair Board and their projects as well. He noted other significant projects missing from the list are water, wastewater and transportation projects.

Commissioner Skinner stated that there two levels of capital projects: Large scale – L&J, Jail, 911, etc., and the things that can be accomplished solely with new construction dollars.

Discussion took place regarding the jail ballot discussion. The Commission may request PR help from the CIPC if they are willing to participate. Mr. Van Dyke stated that a big part of that will be the master plan and how that works. Commissioner Skinner stated that the Commission will make sure that the architect presents the current master plan to the CIPC. He also explained that the site is master planned together but the "parts" will not necessarily be constructed together. The master plan is simply a footprint of the entire campus with the other buildings noted. Mr. Weaver stated that the master plan will need support. His decision to support the Mandeville site was based on professional discussions on the inadequacy of the present site, and he needs to be shown differently in order to lend support at this point.

Discussion took place regarding the presentation of the CIPC priorities to the Commission. This needs to be done before May. David Weaver made a motion for approval of the Capital Improvement Program Priorities as detailed on the evaluation matrix dated 2/27/08 for recommendation to the Commission on this year's applications. Ms. Fitzgerald seconded the motion. In discussion, Chairman Smith stated that his concern is the Fairgrounds. The public vote on the Fairgrounds has not yet been addressed. Commissioner Skinner urged them to leave the Fairgrounds on the evaluation/recommendation. Chairman Smith asked Commissioner Skinner if the CIPC has done its job well enough for the Commission to make its decisions. Commissioner Skinner noted that the amount of money that has been available in previous years is not nearly the same amount as is available this year. The CIPC needs to keep this in mind; it can't assume that it will be there. Mr. Watson stated that many of the Fairgrounds projects are more of an emotional interest than some of the others. Mr. Weaver stated that last year the CIPC made a notation in the recommendation to the

Commissioners regarding projects that were missing from the applications such as roads and wastewater. He suggested that those same notations should be made in the letter again. The question was called. All presented voted aye with the exception of Mr. Dale Beland who abstained. Motion carried with a vote of six to one. The recommendations will be presented to the County Commission on April 23<sup>rd</sup>.

### **Project Updates:**

Mr. Watson announced that the County has been awarded a grant of \$3,741,000.00 to pay off the West Yellowstone Composting Facility debt, return some monies to the reserve account and fund an outside containment facility. This is a huge deal for Gallatin County. The contract for the receipt of the money and reduced tipping fees for the facility is under review in the County Attorney's Office. A celebration with receipt of the check is being planned. Mr. Watson expressed appreciation to the Commissioners and Tim Hudson for their assistance and support in securing this grant. Commissioner Skinner noted that a huge thanks needs to go out to Larry for all of his work in getting this money.

Courthouse Annex: This project is on schedule with estimated completion the first or second week of June in order to occupy by July 1<sup>st</sup>.

Road & Bridge Complex: This project is on schedule. The pads have been poured and the rest of the steel is due to arrive next week. Estimated completion between the middle of July and August.

911/Fire Station: This project is almost ready to go to bid by the end of the month. Litigation is pending and may hinder the bidding process.

Detention Center: Chief Deputy Civil County Attorney Chris Gray is working on the AIA contract with High Tech Construction for the construction manager at risk. Interviews for the owner's rep for the County are scheduled for Monday afternoon. Two firms have responded and will be interviewed.

ITS Fire Suppression/HVAC: Contract is being let on this project.

HR/GIS Remodel: On hold pending Bresnan Communications leaving the Courthouse – this may reduce the amount of remodeling necessary and result in a cost savings.

Landfill Shop: Dowling/Sandholm Architects has completed the PER. The work should be done by late next fall.

L&J Flooring Project: The flooring project continues to proceed with a variety of difficulties hindering the process along the way. The big portions should be complete by the end of June. The Clerk of District Court's space will be done in July.

### **OTHER:**

The group discussed the gravel pit appraisal done on a County pit some time ago. Mr. Watson stated that nothing has come of it. Commissioner Skinner stated that it was his understanding that this property would have to be sold to help fund the Road and Bridge shop complex. Mr. Watson stated that the bids came in lower than originally anticipated and the project has been able to be done in one

phase rather than several. He agreed to touch base with Ed on the appraised property and what should be done about it at this point.

Chairman Smith reported that he went to the meeting on wastewater districts in the Golden Triangle area. There is a long way to go on this topic, but something needs to be done before DEQ tells the County to do something. The meeting consisted of representatives from the Planning Department and Board, Health Department and Board, CIP, County Commission and other interested parties. Mr. Weaver asked about the Interchange project. Commissioner Skinner stated that the Commission recently went to a meeting in Helena about the interchange and everyone came away much more optimistic about the potential for completion of this project. The plan is for the design work to be completed by next summer. MDT needs this project too and is soliciting the federal government for additional funds to make up the 14 million dollar deficit. Mr. Watson stated that they have been waiting for new traffic numbers and a modified EA now that the connector roads have been removed. The project will not focus on the interchange only with minor improvements to Alaska and other area roads. The other roads will be back on the table for the County to consider improvements to in the future. The County will have to engage an engineer for cost estimates on the connector improvements. Commissioner Skinner reiterated that the project will not start until all of the money needed is available for its completion. Chairman Smith provided an update on the City's (Bozeman) transportation planning. The Bozeman plan goes all the way to the Belgrade Interchange. He noted that we need to be talking to Manhattan and Belgrade given the traffic projections.

**The next meeting is scheduled for April 23<sup>rd</sup>.**

Meeting adjourned.

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Respectfully Submitted,

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Glenda Howze, Staff

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David Smith, Chair